

NOTICE

Municipal Services Committee
Regular Meeting
Tuesday, July 26th 2022 at 5:00 pm

Meeting will be held in person at the City Hall, 31 S Madison St Evansville, WI.

MINUTES

1. **Call meeting to order: 5:00 PM**
2. **Roll call:** Committee Chair Jim Brooks, Alder. Joy Morrison, Alder. Ben Ladick.
Also in Attendance: Donna Hammett, Dale Roberts, Chad Renly, Darren Jacobson, Kerry Lindroth, Jason Sergeant, Nick Bubolz, Brian Berquist, Riley March.
3. **Civility Reminder**
4. **Motion to approve the agenda as presented.** Ladick/Morrison Motion Carries 3-0
5. **Motion to waive the reading and approve the minutes as printed from the June 28th, 2022 regular Municipal Services Committee meeting.** Ladick/Morrison Motion Carries 3-0
6. **Citizen appearances other than agenda items.**
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7. **Billing / Customer Service:**
 - a. **Quarterly review and discussion of staff approved sanitary sewer billing adjustments,**
(Jan, Apr, **Jul**, Oct).
 - b. **Review of and motion to approve the current utility account write offs in the amount of \$899.42:** Ladick/Morrison Motion Carries 3-0

Hammett also reviewed disconnects for this month. 47 door knockers were hung for Disconnections on July 27, 2022. There were about 35 still on the list at the end of day. Still have 2 off from April. Brooks asked if there have been any issues with the Drop Box being closed, Hammett stated that there has been more foot traffic in the office.

8. **Director's Report:**
 - a. **Parks and Recreation Report**

Park Board approved the Underground Music Event at the grassy area by the duck pond, and approved the Adopt a Park sign, the sign approval will be going back to the high school with a few comments and the sign materials will be looked at for ordering. Other: Park crew working on mowing. Morrison was concerned about how they will get electric to the Underground Event, Renly stated that there is an outlet across the pedestrian walkway bridge that can be used.

- b. **Lake Leota Dam Project Update-** The project is going well, they have part of the foundation poured, also part of the wall is poured and the second part of the wall should be in by the end of the week, once this is done they will be working on the face of the dam its self. Should be done with the next 2 months
- c. **Review of and motion to recommend to Common Council the approval of a Pole Attachment Agreement with TDS Metrocom Inc-** Morrison/Ladick Motion Carries 3-0
- d. **Overhead to underground electric project update-** Project went out to bid and will be posted in the paper this Wednesday and next Wednesday and bids will be opened on August 12, 2022. The project is in the alley of Railroad St to the parking lot of BMO Harris bank.
- e. **AMI Project (Placeholder)**
 - **Current AMI count remaining- Elec: 0 Water: 217**
Hammett is working with WPPI & Honeywell to program the handheld unit, along with training.

9. City Engineer Report:

- a. **Sub-division / Development Update-** Porter Rd has been paved and this closes out the underground work for Westfield Meadows and Windmill Ridge. There is still some warranty work and punch list items to be finished. The developer for the next section of Porter Rd (to the west where the black top ends) has gotten their permit in and looks like it could be done by late fall, but most likely will have a next spring start.
- b. **Lead service lateral replacements – motion to recommend policy to Common Council for approval.** DNR Grant funds policy discussion. Bubolz went over the options for the policy, letting Committee know that time is running out on getting the funds, and we would have to reapply next year. Discussion as to whether to usage grant money to pay for the private side of the Lead Service. Going to bring policy back to MSC in August. No Motion made.
- c. **Roadway construction & other project updates.**
 - **First & Second St Projects-**Final lift was done 07/26/2022-Pavement makings will be started Wednesday, and finished over the next few days.
 - **Liberty St Project-** The water & sewer work from Madison to Second St are complete, waiting for storm sewer structures to come in to complete the storm sewer from Madison to Second St. Once this is done the road with be started and a long with new concrete. Working on underground utilities for Second St to Third St. In the next few weeks another crew with be starting on the bump outs on Main St, there will be a traffic interference during this work.
 - **Sidewalk Projects-** Most is completed on S Madison St from Main to Water St. The subcontractor will be continue down Liberty St.

10. Administrative Staff's Report:

- a. **West Side Park Progress Report (Placeholder) -** Mayor has signed the contract, looking for a late August ground breaking. Sergeant said that Council discussed a Vehicle Registration increase and asked Chad and the engineers to get list of pavement projects for the next few years that this money could be used for.

11. WPPI:

- a. Introduction & welcome to the new ESM (Electric Service Manager) Darren Jacobson.** Started June 13, 2022, has been spent time at WPPI and other ESM's in other communities. Also working with Focus on Energy, a lot of things to learn and it has been fun to work and learn. Jacobson's works with Evansville, Brodhead, Waterloo and Stoughton.
- b. Customer Appreciation Event-** Renly, Hammett and Miller had a meeting and this event was brought up, and all realized that it is normally in September, so we are thinking October now to give us time to get things together. We need to look into what CTC funds we have to help with cost. Renly is looking for a new ice cream vender and ideas for give-a-ways.

12. Old Business:

13. New Business:

- a. Washington DC Update from Jim Brooks-** Good trip, discussions on Climate Change, tax incentives. Senator Baldwin is taking on the transformer shortage. Madison news: 2 solar installers filled with PSC, asking the 3 party providers are not considered a utility and therefore not regulated. WPPI are working to keep this from happening.
- b. Sunday morning-** storm lighting hit took out the middle bay of the Union St. substation. The load is being split between the other two bays. We have someone coming in to take a look at the damage.

14. Upcoming Meeting Date:

August 30th, 2022 at 5:00 pm

15. Adjourn: Ladick/Morrison 6:02 PM

James Brooks, Committee Chair

Please turn off all cell phones and electronic devices before meeting commences. If you have any special accessibility issues, please contact Evansville City Hall at 608-882-2266 prior to the scheduled meeting. Thank you.